



GOVERNMENT OF KERALA

Abstract

H&FWD-MES- Guidelines and Standard Operating Procedure (SOP) for Compulsory Rotating Medical Internship (CRMI) Program in Community Medicine-approved- Orders issued.

HEALTH AND FAMILY WELFARE (S) DEPARTMENT

G.O.(Rt)No.1957/2023/H&FWD Dated,Thiruvananthapuram, 04-08-2023

Read Letter No.DME/2786/2023-B1 dated 27.06.2023 from the Director of Medical Education, Thiruvananthapuram.

ORDER

Government are pleased to approve the Guidelines and Standard Operating Procedure (SOP) for Compulsory Rotating Medical Internship (CRMI) Program in Community Medicine of the House Surgeons furnished by the Director of Medical Education as appended to this Order.

(By order of the Governor)

MINI M

ADDITIONAL SECRETARY

The Director of Medical Education, Thiruvananthapuram
The Director of Health Service, Thiruvananthapuram
The Principal Accountant General (A&E/Audit)
Kerala, Thiruvananthapuram

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Section Officer

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Copy to :- The PS to Minister (Health)

The PA to Principal Secretary (Health)



GOVERNMENT OF KERALA

HEALTH AND FAMILY WELFARE DEPARTMENT

GUIDELINES AND SOPS FOR CRMI PROGRAM IN COMMUNITY MEDICINE

Guidelines and SOPs for CRMI Program in Community Medicine

Ref: Indian Medical Council (Professional conduct, Etiquette and Ethics) Regulations, 2002. & National Medical Commission (Compulsory Rotating Medical Internship) Regulations, 2021.

CURRICULUM OF CRMI IN COMMUNITY MEDICINE

The aim of teaching undergraduate students in Community Medicine is to impart such knowledge and skills that may enable them to diagnose and treat common medical illnesses and recognize the importance of community involvement. An intern shall acquire the competence to deal effectively with an individual and community in the context of primary health care.

Training period

As per NMC CRMI regulations in Community Medicine, each intern shall have **compulsory residential training** in primary and secondary care centres for a total of 12 weeks. This includes training in General Medicine and allied specialities, General Surgery and allied specialities, Obstetrics and Gynaecology including family welfare and paediatrics and Community Medicine in rotation. Community Medicine shall also include posting in anti-rabies clinic, local OP, Prevention of Epidemic and Infectious Disease (PEID) cell and other locally initiated programs as applicable

Necessary knowledge and skill development training in diagnosing and treating common illnesses pertaining to General Medicine and allied specialities, General Surgery and allied specialities, Obstetrics and Gynaecology including

family welfare and paediatrics along with community-level disease prevention and control activities like the implementation of national programs, disease surveillance and containment, community outreach services, School health services, prevention and control of locally endemic disease, Epidemic preparedness, investigation, containment, activities related to food safety, water sanitation, environmental protection.

Training Institutions

Rural and urban Training centres of Medical Colleges General Hospital/ District hospital/ Taluk Hospital/ First Referral Units/Community Health Centres/ Primary Health Centre / Urban Health Centre. An intern shall participate as a team member in all clinical and community care activities carried out in these institutions under the supervision of a Medical Officer.

Professional Conduct, Etiquette and Ethics

- Shall uphold the dignity and honour of the medical profession.
- He/she should be an upright person, instructed in the art of healing.
- An intern shall keep himself pure in character and be diligent in caring for the sick; he/she should be modest, sober, patient, and prompt in discharging his / her duty. Patience and delicacy should characterize the physician
- Should merit the confidence of patients entrusted to their care, rendering to each a full measure of service and devotion.
- Prescribe drugs with generic names and ensure that there is a rational prescription and use of drugs.

- The provisionally or fully registered medical practitioner shall not willfully commit an act of negligence that may deprive his patient or patients of necessary medical care.
- Utmost punctuality should be observed in making themselves available for duty
- While attending referred cases, all due respect should be observed towards the referring physician and no statement or remark be made, which would impair the confidence reposed in referring physician. For this purpose, no discussion should be carried on in the presence of the patient or his representatives. The attending physician shall not criticize the referring physician. He/she shall discuss the diagnosis and treatment plan with the referring physician.
- Should cooperate with the authorities in the administration of sanitary/public health laws and regulations. Respect and follow the rules, regulations and policies of the institutions
- At all times the physician should notify the constituted public health authorities of every case of communicable disease under his/her care, in accordance with the laws, rules and regulations of the health authorities.
- Always adopt ethical principles and maintain proper etiquette in dealings with patients, relatives and other health personnel and respect the rights of the patient including the right to information and second opinion
- Work in harmony with all other health care providers involved in health care delivery

”All tasks performed by an intern during Compulsory Rotatory Medical internship should be strictly under

the supervision of medical officers in the training institute”

A. Tasks an intern must be able to do without assistance:

1. An intern must:

- a) Acquire competence in diagnosis and management of common ailments and advise primary care;
- b) Demonstrate knowledge of ‘Essential drugs and their usage;
- c) An intern must be able to PERFORM without assistance and interpret the results of the following laboratory investigations:
 - (i) Blood: Complete blood count including Platelet count, peripheral blood smear preparation and examination including malarial parasites; Blood grouping (manual), saline cross-matching
 - (ii) Urine: (Routine chemical and microscopic examination).
 - (iii) Stool: (for ova/cyst and occult blood).
 - (iv) Sputum and throat swab for Gram stain and acid-fast stain.
 - (v). Performing blood sugar test by glucometer.
 - (vi) Draw blood by venepuncture independently and collect samples in appropriate bottles in proper order.
 - (vii) Correctly collect and transport samples and specimens for blood tests, culture, histopathology and cytopathology investigations;) Fill requisition forms appropriately

(d) An intern shall provide health education to an individual/family/community on prevention and control of communicable and non-communicable diseases; use of appropriate contraceptives; care of mothers and children; immunization, applied nutrition, sanitation, vector control etc

(e) Participate in the use of the modules on field practice for community health, e.g., safe motherhood, nutrition surveillance and rehabilitation, diarrheal disorders, etc.

(f) Participate in and maintain documents related to immunisation and cold chain; disease surveillance and containment.

2. An intern must be familiar with all National Health Programmes (e.g. RCH, UIP, NVBDCP, NRCP, NPCDCS, ARI, NACP, NBCP, Tuberculosis, Leprosy and others), as recommended by the Ministry of Health and Family Welfare.

3. An intern must:

- a. Gain full expertise in immunization against infectious disease
- b. Participate in programmes related to the prevention and control of locally prevalent endemic diseases including nutritional disorders
- c. Learn skills in family welfare planning procedures.
- d. Gain capabilities to conduct programmes on health education
- e. Gain capabilities to use Audio visual aids
- f. Acquire the capability of the utilization of scientific information for the promotion of community health.
- g. An intern shall attend at least one school health programme with the medical officer.

B. An intern must have observed or preferably assisted at the following:

1. An intern should be capable of establishing linkages with local self-Governments and other agencies such as water supply, food distribution and other environmental or social agencies.
2. An intern should acquire managerial skills including delegation of duties and monitoring the activities of paramedical staff and other health care professionals.
3. Participate in the training of paramedical workers, lab technicians, and community health volunteers and provide health education to the community.
4. An intern must have observed or preferably assisted in the identification of acute emergencies; Resuscitation of critical patients; Emergency management of drowning, poisoning and seizure, bronchial asthma and status asthmaticus; Emergency management of comatose patients regarding airways, positioning, prevention of aspiration and injuries; Assessing and implementing emergency management of various trauma victims; Wound dressings and application of splints; Minimally Invasive surgery.
5. An intern must have observed or preferably assisted diagnosis of early pregnancy and provision of ante-natal care; detection of high-risk pregnancy cases and give suitable advice, Induction of labour, Management of normal labour, Detection and management of

abnormalities of lactation; breast-feeding counselling; Evaluation and prescription of oral contraceptives with counselling; early management of common childhood disorders with special reference to paediatric dosage and oral rehydration therapy;

6. Assess nutritional and dietary status and organize prevention, detection and follow-up of deficiency disorders both at individual and community levels,
7. An intern must have observed or preferably assisted identification of medico-legal cases and learn to fill up forms as well as complete other medico-legal formalities in cases of injury, poisoning, sexual offences, intoxication and other unnatural conditions

C. An intern should be able to perform under supervision

1. Acquire proficiency in Family Welfare Programmes (antenatal care, normal delivery, contraception, etc.) and immunization
2. Undergo village attachment to understand issues of community health along with exposure to services of ASHA, Sub-Centres, Anganwadi, panchayaths etc
3. Participate in Infectious Diseases Surveillance and Epidemic Management activities, sub centre clinics, school health programs, medical camps, vector control activities, an inspection of hotels, markets and other establishments, sanitary inspection, field investigations and other routine activities carried out through the peripheral institution

4. An intern should be able to perform under supervision to advise about management and prognosis and participate in counselling sessions for patients with communicable and non-communicable diseases, head injury, trauma, burns, cancer etc.;
5. An intern should be able to perform under supervision interpretation of investigations like Electrocardiogram (ECG); Routine radiographs of the chest, abdomen, skull, etc.
6. should be able to demonstrate prescribing skills and demonstrate awareness of pharmaco-vigilance, antibiotics policy, prescription audit and concept of an essential medicines list
7. An intern must have observed/assisted or preferably performed Dilatation and curettage; Pap smear collection; Intra Uterine Contraceptive Device (IUCD) insertion; Urethral catheterization; Suture removal in post-operative cases, etc
8. Participation as a team member in the total rehabilitation of patients including appropriate follow-up of common disabling conditions both in the institution and community
9. An intern must have observed or preferably assisted in (i) Documentation and certification of trauma; (ii) Diagnosis and certification of death and demonstrate understanding of World Health Organization cause of death reporting and data quality requirements; (iii) Legal documentation

related to emergency cases; (iv) Certification of medical-legal cases e.g. Age estimation, sexual assault, etc.;

Performance assessment

- Interns shall maintain a log book of the work carried out by them and the training programme undergone during the period including programs implemented under supervision and those performed independently.
- The Medical Officer in charge of the CRMI program in the peripheral institute should evaluate the performance of the intern based on log book, work done by the intern, her/his sincerity, professional competence, discipline and work ethics.
- Department of Community Medicine shall conduct a review of the training programs in regular periodicity

Leave during Community Medicine posting

- Interns are eligible for a maximum of 4 days' leave with prior permission from authorities.
- Interns should not take leave in continuation especially in place of posting for one week or less
- Medical Leave shall be included within the eligible normal leave.
- Any medical leave beyond this period shall be recommended only by a duly constituted Medical Board.
- Those who are absent from duty partly or fully during working hours without obtaining prior permission will be treated as unauthorized absence and it will not be considered as leave.

- The internship shall be extended if the leave of absence of any kind exceeds the eligible period

List of activities performed during a posting in Community Medicine

Monitoring Checklist for CRMI Program in Community Medicine				
Activities performed/ assisted/observed		Name of institute		
1.	No of OP clinics attended			
2.	No of casualty clinics attended			
3.	No of Antenatal check-ups attended			
4.	No of normal delivery assisted			
5.	No of caesarean section observed/assisted			
6.	Intra- Uterine Contraceptive Device (IUCD) insertion & removal			
7.	Basic wound care & bandaging			
8.	No of I&D of superficial abscess			
9.	No of surgeries observed/assisted			
10.	Palliative care program days attended			
11.	No. of Immunization in field attended			

12	No. of Sub centre immunization sessions				
13	No. of NCD clinic days				
14	No. of supervisory conferences attended				
15	No of health education sessions attended				
16	No. of School health program attended				
17	No. of Vector survey conducted				
18	No of case investigation in the field assisted				
19	No. of field visits along with LHS/HS, LHI/ HI, JPHN/JHI				
20	No of Dengue cases attended				
21	No of TB cases monitored				
22	No of malaria cases attended				
23	No of medico legal cases assisted				
24	No of sanitary rounds attended				
25	Others				

SOP for CRMI Program in Community Medicine

Facilities at the centre

- **Interns shall be entrusted with clinical duties under the supervision of a Medical Officer**
- **Under any circumstances, He/she should not work independently**

- There should be a medical officer in charge in the peripheral centre where interns are posted for monitoring and direct supervision of the training program
- The medical officer in charge in the peripheral centre should work in liaison with the faculty mentor from the Department of Community Medicine who is in charge of coordination, supervision and periodic review of CRMI.
- It is the responsibility of the head of the institute/ charge officer in the peripheral centre to ensure the safety, and security of interns posted while they are in their institute
- To ensure safety and security, hospital should have Security services and CCTV surveillance round the clock.
- Should provide separate stay facility for males and females with canteen/Mess facility wherever possible for the time being

Duties and responsibilities in the health care facility

- Report to duty station on time according to the schedule worked out by the department/ institute
- Respect and follow the rules, regulations and policies of the peripheral institutions

- Participate as a member of the health care team in all clinical and community care activities
- Evaluate patients in the outpatient, emergency and inpatient departments and wards promptly and Institute appropriate investigations and treatment strictly under the supervision of a medical officer. Ensure that cases attended during duty hours are properly handed over to the next personnel on duty, and maintain patient records.
- Perform procedures that are commensurate with his/her level of training under the supervision of a medical officer and assist in other procedures
- Participate actively in all activities including educational and training sessions, meetings, ward rounds, case presentations, journal clubs, seminars, grand rounds, mortality meetings, public lectures, epidemic and disaster control programs, sanitary rounds, vector control activities community services, research activities etc.
- Participate in administrative activities in conjunction with the medical officer in charge of the institute
- **The intern will not independently attend Medico-legal cases under any circumstances**
- **The intern will not issue a medical Certificate, wound certificate, death certificate or a medicolegal**

document under his/her signature under any circumstances

- **Under any circumstances, interns will not accompany critically ill patients to higher centres independently without a registered medical practitioner in the medical team**
- Work in harmony with all other health care providers involved in health care delivery
- Conduct all activities in a professional and ethical manner
- Patients should always be treated with empathy and dignity
- Maintenance of proper dress code and attire.

Duties and responsibilities in the field

- As a member of the health team participate in the planning and conduct of sub-centre clinics, UIP as per guidelines, family welfare programs, school health programs, medical camps, vector control activities, inspection of hotels, markets and other establishments, sanitation, pollution, field investigations, surveillance activities, epidemic investigation and containment.
- Participate in the training of health functionaries like paramedical workers, ASHA, Anganwadi workers etc.

- Attend and actively participate in meetings, training programs conducted in the institutes as well as in the field
- Perform all other duties and responsibilities assigned by the medical officer in charge under his/ her supervision and guidance
- Maintain logbook up to date and submit for verification

Monitoring and supervision at the training centre

- An orientation session regarding infrastructure, services provided by the institute, duties and responsibilities expected from interns should be clearly given to interns on the first day of the posting by the Medical Officer in charge of the institute
- The Medical Officer in charge of the CRMI program in the peripheral institute should provide suitable guidance/ instructions from time to time. Contact details of the supervising officer shall be intimated to Community Medicine Department
- To the extent possible, provide a safe, secure and diverse working environment to improve their professional competence
- Medical Officer in charge of the CRMI program in the peripheral institute should evaluate the performance of

the intern on the basis of log book, work done by the intern, her/his sincerity, professional competence, discipline and work ethics.

- If the intern faces any difficulties/ problems/conflicts at the centre, appropriate corrective action is to be taken then and there itself, and the same is to be intimated to the faculty in charge of the CRMI program / HOD of the Community Medicine Department